



✓ April 4, 2013

Department of Housing and Community Development
Division of Housing Policy Development
P.O. Box 952053
Sacramento, CA 94525-2053

Housing Policy Department
Received on: **APR 10 2013**

Mayor
Scott Voigts

Mayor Pro Tem
Kathryn McCullough

Council Members
Peter Herzog
Adam Nick
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City Manager
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and

Governor's Office of Planning and Research
P.O. Box 3044
Sacramento, CA 95812-3044

SUBJECT: ANNUAL HOUSING ELEMENT PROGRESS REPORT

To Whom It May Concern:

Enclosed please find the City of Lake Forest's Annual Housing Element Progress Report for the 2012 calendar year. This report has been prepared on the forms provided by HCD and meets the requirements of Government Code Section 65400.

If you have any questions regarding the enclosed information, please contact me at (949) 461-3479 or via email at ckuta@lakeforestca.gov.

Sincerely,

CITY OF LAKE FOREST

Cheryl Kuta, AICP
Planning Manager

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation
 (CCR Title 25 §6202)

Jurisdiction City of Lake Forest
 Reporting Period 1/1/2012 - 12/31/2012

Table A

Annual Building Activity Report Summary - New Construction
Very Low-, Low-, and Mixed-Income Multifamily Projects

Housing Development Information						Housing with Financial Assistance and/or Deed Restrictions		Housing without Financial Assistance or Deed Restrictions			
1	2	3	4				5	5a	6	7	8
Project Identifier (may be APN No., project name or address)	Unit Category	Tenure R=Renter O=Owner	Affordability by Household Incomes				Total Units per Project	Est. # Infill Units*	Assistance Programs for Each Development	Deed Restricted Units	Note below the number of units determined to be affordable without financial or deed restrictions and attach an explanation how the jurisdiction determined the units were affordable. Refer to instructions.
			Very Low- Income	Low- Income	Moderate- Income	Above Moderate- Income			See Instructions	See Instructions	
(9) Total of Moderate and Above Moderate from Table A3 ▶▶			0	23	23						
(10) Total by income Table A/A3 ▶▶						23	23				
(11) Total Extremely Low-Income Units*											

* Note: These fields are voluntary

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Table A2
Annual Building Activity Report Summary - Units Rehabilitated, Preserved and Acquired pursuant to GC Section 65583.1(c)(1)

Please note: Units may only be credited to the table below when a jurisdiction has included a program it its housing element to rehabilitate, preserve or acquire units to accommodate a portion of its RHNA which meet the specific criteria as outlined in GC Section 65583.1(c)(1)

Activity Type	Affordability by Household Incomes				(4) The Description should adequately document how each unit complies with subsection (c)(7) of Government Code Section 65583.1
	Extremely Low-Income*	Very Low-Income	Low-Income	TOTAL UNITS	
(1) Rehabilitation Activity		2	4	6	Units assisted through Rehabilitation Loan Program.
(2) Preservation of Units At-Risk				0	
(3) Acquisition of Units				0	
(5) Total Units by Income	0	2	4	6	

* Note: This field is voluntary

Table A3
Annual building Activity Report Summary for Above Moderate-Income Units
(not including those units reported on Table A)

	1. Single Family	2. 2 - 4 Units	3. 5+ Units	4. Second Unit	5. Mobile Homes	6. Total	7. Number of infill units*
No. of Units Permitted for Moderate						0	
No. of Units Permitted for Above Moderate	23					23	

* Note: This field is voluntary

ANNUAL ELEMENT PROGRESS REPORT
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Jurisdiction City of Lake Forest
 Reporting Period 1/1/2012 - 12/31/2012

Table B

Regional Housing Needs Allocation Progress

Permitted Units Issued by Affordability

Enter Calendar Year starting with the first year of the RHNA allocation period. See Example.			2006	2007	2008	2009	2010	2011	2012	2013	2014	Total Units to Date (all years)	Total Remaining RHNA by Income Level
Income Level		RHNA Allocation by Income Level	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9		
Very Low	Deed Restricted	6	0	0	0	0	0	0	0	0	0	0	6
	Non-deed restricted		0	0	0	0	0	0	0	0	0	0	
Low	Deed Restricted	5	0	0	0	0	0	0	0	0	0	0	3
	Non-deed restricted		0	2	0	0	0	0	0	0	0	2	
Moderate	Deed Restricted	6	0	0	0	0	0	0	0	0	0	0	6
	Non-deed restricted		0	0	0	0	0	0	0	0	0	0	
Above Moderate		12	0	0	0	0	24	0	23	0	0	47	-35
Total RHNA by COG.		29	0	2	0	0	24	0	23	0	0	49	-20
Enter allocation number:													
Total Units ▶ ▶ ▶													
Remaining Need for RHNA Period ▶ ▶ ▶ ▶ ▶													

Note: units serving extremely low-income households are included in the very low-income permitted units totals.

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation
 (CCR Title 25 §6202)

Jurisdiction City of Lake Forest
 Reporting Period 1/1/2012 - 12/31/2012

Table C

Program Implementation Status

Program Description (By Housing Element Program Names)			
Housing Programs Progress Report - Government Code Section 65583. Describe progress of all programs including local efforts to remove governmental constraints to the maintenance,			
Name of Program	Objective	Timeframe in H.E.	Status of Program Implementation
See attached Table C			

General Comments:

2008-2014 Housing Element adopted by City Council September 21, 2010 and Certified by HCD in October 2010.
completed 3/21/13

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

(CCR Title 25 §6202)

Jurisdiction: City of Lake Forest
 Reporting Period: January 1, 2012 – December 31, 2012

Table C
Program Implementation Status

Program Description (Housing Element Program Name)	Housing Programs Progress Report – Government Code Section 65583 <i>Describe progress of all programs including progress in removing regulatory barriers as identified in Housing Elements.</i>		
Name of Program	Objective	Deadline in Housing Element	Status of Program Implementation
PROVISION OF ADEQUATE SITES			
1. Land Use Entitlements	Provide a range of residential development opportunities through appropriate land use designations.	On-going	Through adoption of the 2008-2014 Housing Element in September 2010, the City evaluated the inventory of available sites with residential land use designations and determined that a sufficient amount of land is properly designated to allow a range of residential development opportunities. In addition, the land inventory indicates the ability to meet or exceed the City's RHNA allocation.
1a. Regulatory and Financial Assistance	Provide financial and/or regulatory assistance for projects that include affordable housing.	On-going	<p>Three (3) residential projects were approved during 2012 allowing for development of approximately 3,000 new homes at varying densities. While no specific affordable projects were brought forward during 2011, these projects will provide for affordable housing as they are developed over the next several years. Financial and regulatory assistance may be provided to the affordable components of these projects during 2012 and beyond.</p> <p>During 2011, the City continued transitional and affordable programs within City-owned affordable units.</p>
2. Sites for Homeless Shelters	Provide support for transitional housing for homeless; assist non-profits to identify potential sites.	On-going	See 1a above. No opportunities to assist non-profits to locate a homeless shelter were identified during 2012. Housing Authority partnership with a non-profit to provide two City-owned transitional housing units is ongoing. City staff participates on local committees to find regional solutions and identify potential sites (see 9 below).

Program Description (Housing Element Program Name)	Housing Programs Progress Report – Government Code Section 65583 <i>Describe progress of all programs including progress in removing regulatory barriers as identified in Housing Elements.</i>		
Name of Program	Objective	Deadline in Housing Element	Status of Program Implementation
3. Facilitate Affordable Housing Production	Provide financial assistance, removal of regulatory constraints, and administrative support to affordable housing in new residential developments.	On-going	Three (3) residential projects were approved during 2012 allowing for development of approximately 3,000 new homes at varying densities. While no specific affordable projects were brought forward during 2011, these projects will provide for affordable housing as they are developed over the next several years. See 1a above.
4. El Toro Road Mixed Use	Evaluate sites for potential mixed-use development.	On-going	Study of Light Industrial area completed in 2010. Other areas will be studied on a case by case basis. No new studies of mixed use development were commenced during 2012.
REMOVAL OF GOVERNMENTAL CONSTRAINTS			
5. Expedited Project Review	Provide fast track permit processing for projects with an affordable component.	On-going	Continue to implement procedures developed in 2001. Three (3) residential projects were approved during 2012 allowing for development of approximately 3,000 new homes at varying densities. No requests for expedited processing were received during 2012. Some of the approved projects approved in 2012 have an affordable component and may request fast-track permit processing at the building permit stage.
6. Second Units	Facilitate affordable housing through development of second units.	On-going	Continue to implement second unit ordinance adopted in 2003. No proposals for second units received during 2012. The City is currently evaluating a proposal for a new neighborhood which will include second units.
7. Single Room Occupancy (SRO)	Clarify City's policy regarding SROs.	July 2011	The City's policies regarding SROs were clarified with adoption of Ordinance 243 on June 19, 2012. The Zoning Code defines SROs and allows the use in Commercial and Urban Activity Zoning Districts.
PROVIDE SUPPORTIVE HOUSING FOR SPECIAL NEEDS POPULATION			
8. Transitional and Supportive Housing	Provide housing and support services to those who are homeless or at risk of becoming homeless; amend Zoning Code to comply with SB 2.	On-going;	<p>During 2012 the City provided funding of \$62,191 in CDBG Funds for local non-profit agencies to provide assistance with supportive services for those at risk of becoming homeless and for transitional housing.</p> <p>The City Council adopted Ordinance 250 on March 5, 2013. Ordinance 250 brings the City's policies in compliance with SB2 by adding definitions for emergency shelters, and transitional and supportive housing to the City's Zoning Code and identifying a zoning district where Emergency Shelters are permitted by right. Additionally, the City is actively engaged in a regional approach to address homelessness. See item 9 below.</p>

Program Description (Housing Element Program Name)	Housing Programs Progress Report – Government Code Section 65583 <i>Describe progress of all programs including progress in removing regulatory barriers as identified in Housing Elements.</i>		
Name of Program	Objective	Deadline in Housing Element	Status of Program Implementation
9. Emergency Shelters	Clarify City's policy regarding Emergency Shelter locations.	Zoning Code Amendment September 2011	<p>The City Council adopted Ordinance 250 on March 5, 2013. Ordinance 250 amends the Zoning Code to provide a definition of emergency shelters and identify a zoning district where Emergency Shelters are permitted by right.</p> <p>Additionally, the Mayor Pro Tem and City Manager are serving on the County's "Ending Homelessness 2020 Commission", and the Development Services Director is currently serving on a Task Force comprised of County Planning Directors to assess opportunities and potential regional solutions for emergency shelters.</p>
10. Orange County Fair Housing Council	Further fair housing practices in the community.	On-going	The City's quarterly news-letter advertised FHCOC services. City awarded FHCOC \$6,672 grant for services to investigate housing discrimination matters and land-lord/tenant issues.
11. Coordination with Social Service Agencies	Provide housing support services to Lake Forest residents.	On-going	In 2012, eight social service agencies were funded to provide support and assistance to residents.
12. Section 8 Rental Assistance	Provide rental subsidies to lower-income families, disabled, and elderly.	On-going	Residents continue to be assisted by HUD Sec.8 program that is administered by County. During FY 2011/2012, 229 residents received voucher assistance.
13. Conservation of Existing and Future Affordable Units	Provide for continued affordability of the City's lower-income housing stock and conserve the existing supply.	On-going	In 2012, a total of 253 affordable units were available in the City.
14. Consider Accommodations for Special Needs Population in New Developments	Integrate design and services for special needs populations into new development.	On-going	<p>A Tentative Tract Map for a new master-planned community (Baker Ranch) of approximately 2,300 homes was approved during 2012. This project will include a variety of housing types including affordable housing and accessible units. The City will continue to work with developers of other new projects to implement additional special needs housing. The City is currently processing new housing developments which propose accessible, senior and second units. Services for special needs population are also addressed with Program 11, above.</p>
REHABILITATE THE CITY'S EXISTING SINGLE-FAMILY AND MULTI-FAMILY HOUSING STOCK			
15. Owner-Occupied Rehabilitation	Provide rehabilitation assistance to ensure maintenance of the City's older housing stock.	On-going	Six households received rehab assistance during 2012, including two very low income and four low income households.
16. Code Enforcement	Enforce City codes to ensure safety and maintenance of the City's housing stock.	On-going	In addition to inspections in Target Areas, Code Enforcement inspectors continued to inform property owners of rehabilitation

Program Description (Housing Element Program Name)	Housing Programs Progress Report – Government Code Section 65583 <i>Describe progress of all programs including progress in removing regulatory barriers as identified in Housing Elements.</i>		
Name of Program	Objective	Deadline in Housing Element	Status of Program Implementation
	When applicable, provide information regarding available financial assistance.		assistance through the City's Housing Rehabilitation Loan Program.
17. Neighborhood Preservation Program	Provide assistance in maintaining housing stock to lower-income households in ten target areas.	On-going	Continued comprehensive approach to neighborhood stabilization in Target Areas. Housing Authority owns four units in the Target Area which are planned for affordable housing.
PROVIDE HOUSING OPPORTUNITIES FOR FIRST TIME HOME BUYERS			
18. First-Time Homebuyer Assistance	Evaluate City participation in County program(s) to assist first-time homebuyers.	On-going	County Program reinstated during FY 2010/2011. In 2011/2012, seven Lake Forest households were assisted.
19. Staff Education	Increase staff's level of knowledge of housing programs to enhance effectiveness of the City's Programs.	On-going	Planning staff regularly attends local and subregional training programs. During 2012 staff attended Planning Directors of Orange County (PDAOC) training and training provided by local and state chapters of the American Planning Association.
20. Community Education	Make residents and potential clients aware of the City's housing programs.	On-Going	The City's website and quarterly newsletters contain the latest information available regarding the availability of City and County housing programs.
21. Participate in Regional Planning	Increase awareness of housing program opportunities.	On-Going	During 2012 staff participated in Orange County Council of Governments and Southern California Association of Governments programs and monitored County Housing programs.
22. Monitor Affordable Housing Implementation Plans for Opportunities Study Area Projects	Monitor development of affordable units in conjunction with the development of the Opportunities Study Area projects.	On-Going	Three Opportunities Study Area (OSA) projects were approved during 2012. To date, approximately 65 of the over 3,000 approved OSA units have been developed. Each of the 65 units has paid an affordable housing in-lieu fee. Development of an affordable apartment project on an OSA property is anticipated during 2012/2013. Due to the scale and nature of the developments approved during 2012, implementation of these programs will continue during 2013 and beyond.